

**MINUTES OF THE MEETING OF UNIVERSITY COLLEGE OF SCIENCE
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Venue: IQAC Office, University College of Science

Date & Time: 2nd July 2012, 3.00 PM

Agenda:

1. Reading and confirmation of the previous meeting
2. Preparation for NAAC Assessment and Accreditation of the College-2nd Cycle
3. Conducting the Bridge Course for the freshers
4. Enhancing the research activity through undertaking projects funded by various funding agencies
5. Encouraging the faculty to publish research papers
6. Enhance ICT facilities

Proceedings:

1. Reading and confirmation of the previous meeting

The minutes of the previous meeting was read, confirmed and recorded.

2. Preparation for NAAC Assessment and Accreditation of the College-2nd Cycle

The preparations were planned for the forthcoming Assessment and Accreditation of the College-2nd Cycle by NAAC.

3. Conducting the Bridge Course for the freshers

It was decided to conduct the bridge course to the fresh students joining for the I BSc.

4. Enhancing the research activity through undertaking projects funded by various funding agencies

It was discussed to enhance the research output of the college through sponsored projects from various funding agencies.

5. Encouraging the faculty to publish research papers

All the faculty members need to publish their research results in internationally renowned and peer reviewed journals.

6. Encourage students to take part in co-curricular and extra-curricular activities

It was decided to inspire students to take part in various co-curricular and extra-curricular activities that are being organized by the college.

7. Enhance ICT facilities

It was decided to install smart boards and LCD projectors in the class rooms.

Action taken report

The decisions of the IQAC meeting held on 2nd July 2012 were implemented as follows.

Sl. No.	Decision	Action taken
1	Preparation for NAAC assessment and Accreditation of the College-2 nd Cycle	Various committees and cells were strengthened and worked towards achieving best possible results in the forthcoming NAAC accreditation process.
2	Conducting the Bridge Course for the freshers	The fresh students entering the college should undergo bridge course in order to know in detail about the college, department, curriculum, co-curricular and extra-curricular activities.
3	Enhancing the research activity through undertaking projects funded by various funding agencies	Every faculty member was encouraged to write projects and get the research funding from various state, national and international funding agencies. It was also encouraged to write student research projects so as students can also participate in the research activities.
4	Encouraging the faculty to publish research papers	The faculty members of the college were encouraged to publish the papers in national and international journals. Also, the faculty members were generously sanctioned OOD to present papers in national and international conferences. Faculty members also encouraged to organize seminars, conferences, workshops etc.
5	Encourage students to take part in co-curricular and extra-curricular activities	Students were encouraged to actively participate in cultural, sports, scientific activities such as science exhibitions etc which are organized in the college.
6	Enhance ICT facilities	Smart boards have been installed in 06 class rooms, LCD projectors have been installed in 12 class rooms

**MINUTES OF THE MEETING OF UNIVERSITY COLLEGE OF SCIENCE INTERNAL
QUALITY ASSURANCE CELL (IQAC)**

Venue: IQAC Office, University College of Science

Date & Time: 1st August 2013, 2.00PM

Agenda:

1. Reading and confirmation of the previous meeting
2. Review of Assessment and Accreditation of the College-2nd Cycle and NAAC peer team observations
3. Conducting the Bridge Course for the freshers
4. Enhancing the research activity through undertaking projects funded by various funding agencies
5. Encouraging the faculty to publish research papers
6. Encourage students to take part in co-curricular and extra-curricular activities
7. Awareness about anti-ragging in the college.

Proceedings:

1. Reading and confirmation of the previous meeting

The minutes of the previous meeting was read, confirmed and recorded.

2. Review of Assessment and Accreditation of the College-2nd Cycle and NAAC peer team observations

The suggestions as indicated by the NAAC peer team members were also discussed and steps to achieve the same were initiated.

3. Conducting the Bridge Course for the freshers

It was decided to conduct the bridge course to the fresh students joining for the I BSc.

4. Enhancing the research activity through undertaking projects funded by various funding agencies

It was discussed to enhance the research output of the college through sponsored projects from various funding agencies.

5. Encouraging the faculty to publish research papers

All the faculty members need to publish their research results in internationally renowned and peer reviewed journals.

6. Encourage students to take part in co-curricular and extra-curricular activities

It was decided to inspire students to take part in various co-curricular and extra-curricular activities that are being organized by the college.

7. Awareness about anti-ragging in the college.

It was decided to bring in awareness about anti-ragging policy of UGC among the student community and details about the anti-ragging squad.

Action taken report

The decisions of the IQAC meeting held on 1st August 2013 were implemented as follows.

Sl. No.	Decision	Action taken
1	Review of Assessment and Accreditation of the College-2 nd Cycle and NAAC peer team observations	The feedback and recommendations of the NAAC peer team were discussed in details and resolved to implement in letter and spirit. The University was approached and several other actions were taken to implement the observations of peer team.
2	Conducting the Bridge Course for the freshers	The fresh students entering the college should undergo bridge course in order to know in detail about the college, department, curriculum, co-curricular and extra-curricular activities.
3	Enhancing the research activity through undertaking projects funded by various funding agencies	Every faculty member was encouraged to write projects and get the research funding from various state, national and international funding agencies. It was also encouraged to write student research projects so as students can also participate in the research activities.
4	Encouraging the faculty to publish research papers	The faculty members of the college were encouraged to publish the papers in national and international journals. Also, the faculty members were generously sanctioned OOD to present papers in national and international conferences. Faculty members also encouraged to organize seminars, conferences, workshops etc.
5	Encourage students to take part in co-curricular and extra-curricular activities	Students were encouraged to actively participate in cultural, sports, scientific activities such as science exhibitions etc which are organized in the college.
6	Awareness about anti-ragging in the college.	College has formed an anti- ragging squad with sufficient Number of teachers. Announcements were made about the consequences of ragging are being carried out. Posters against ragging, as per and strictly in accordance with UGC specifications, have been displayed at various places inside campus

Minutes of Internal Quality Assurance Cell (IQAC) meeting

The meeting of University College of Science IQAC was held at The IQAC Office, UCS on 23rd July 2014 at 3.00 PM and the agenda and the minutes of the meeting are as follows.

Agenda:

1. Reading and confirmation of the previous meeting
2. Preparation of action plan for the year 2014-15
3. Conducting the Bridge Course for the freshers
4. Enhancing the research activity through undertaking projects funded by various funding agencies
5. Effective implementation of ICT based learning activities
6. Implementation of SAKALA in the Institution
7. Encourage students to take part in co-curricular and extra-curricular activities
8. Awareness about anti-ragging in the college.

Proceedings:

1. Reading and confirmation of the previous meeting

The minutes of the previous meeting was read, confirmed and recorded.

2. Preparation of action plan for the year 2014-15

The overall academic plan and progress of students was reviewed. Result analysis team was formed to analyze the previous year results. Action plan for the year 2014-15 was prepared to improve the quality of teaching research, co-curricular and extra-curricular activities.

3. Conducting the Bridge Course for the freshers

It was decided to conduct the bridge course to the fresh students joining for the I BSc.

4. Enhancing the research activity through undertaking projects funded by various funding agencies

It was discussed to enhance the research output of the college through sponsored projects from various funding agencies.

5. Effective implementation of ICT based learning activities

In order to enhance the quality of teaching, it was decided to effectively implement the ICT enabled learning activities.

6. Implementation of SAKALA in the Institution

It was decided to provide guarantee of services within the stipulated time limit.

7. Encourage students to take part in co-curricular and extra-curricular activities

It was decided to encourage students to take part in various competitions of co-curricular and extra-curricular activities that are being organized by the college.

8. Awareness about anti-ragging in the college.

It was decided to bring in awareness about anti-ragging policy of UGC among the student community and details about the anti-ragging squad.

Action Taken Report

on the decisions of the IQAC meeting held on 23rd July 2014 to implement the decisions of the above mentioned meeting of the IQAC, the following actions were taken.

Sl. No.	Decision	Action taken
1	Preparation of action plan for the year 2014-15	Action plan for the year 2014-15 was prepared to improve the quality of teaching research, co-curricular and extra-curricular activities.
2	Conducting the Bridge Course for the freshers	The fresh students entering the college should undergo bridge course in order to know in detail about the college, department, curriculum, co-curricular and extra-curricular activities.
3	Enhancing the research activity through undertaking projects funded by various funding agencies	Every faculty member was encouraged to write projects and get the research funding from various state, national and international funding agencies. It was also encouraged to write student research projects so as students can also participate in the research activities.
4	Effective implementation of ICT based learning activities	Teachers were encouraged to engage the students through class room teaching with the aid of ICT learning tools so that the teaching is more effective. The tools required for such teaching were provided.
5	Encourage students to take part in co-curricular and extra-curricular activities	Students were encouraged to actively participate in cultural, sports, scientific activities such as science exhibitions etc which are organized in the college.
6	Implementation of SAKALA in the Institution	Various requirements of the students and other stake holders were met through the implementation of SAKALA which provide guarantee of services within the stipulated time limit.
7	Awareness about anti-ragging in the college.	College has formed an anti- ragging squad with sufficient Number of teachers. Announcements were made about the consequences of ragging are being carried out. Posters against ragging, as per and strictly in accordance with UGC specifications, have been displayed at various places inside campus

INTERNAL QUALITY ASSURANCE CELL (IQAC), UCS, Tumkur

MINUTES OF THE MEETING

Date & Time: 1st July 2015, 11.00 AM

Agenda:

1. Reading and confirmation of minutes of the previous meeting
2. Preparation of action plan for the year 2015-16
3. Conducting the Bridge Course for the freshers
4. Strengthen the network of alumni
5. Encourage students to take part in co-curricular and extra-curricular activities
6. To offer quality vocational and post-graduate courses
7. Implementation of SAKALA in the Institution
8. Awareness about anti-ragging in the college.
9. Creation and updating of College website

Proceedings:

1. Reading and confirmation of the previous meeting

The minutes of the previous meeting was read, confirmed and recorded.

2. Preparation of action plan for the year 2015-16

Previous year results were analyzed and action plan for the year 2015-16 was prepared to implement various activities.

3. Conducting the Bridge Course for the freshers

It was decided to conduct the bridge course to the fresh students joining for the I BSc.

4. Strengthen the network of alumni

It was discussed to strengthen the network of alumni who can contribute hugely in presenting an impressive face of the institution.

5. Encourage students to take part in co-curricular and extra-curricular activities

It was decided to inspire students to take part in various co-curricular and extra-curricular activities that are being organized by the college.

6. To offer quality vocational and post-graduate courses

B.Voc. course has been sanctioned by UGC and it was decided to focus on skill development of the students that will enhance their chance of employability. It was decided that the Postgraduate courses of Chemistry, Physics and Environment Science are top quality and they can offer human resources to variety of societal needs of teaching, research and industry.

7. Implementation of SAKALA in the Institution

It was decided to provide guarantee of services within the stipulated time limit.

8. Awareness about anti-ragging in the college.

It was decided to bring in awareness about anti-ragging policy of UGC among the student community and details about the anti-ragging squad.

9. Creation and updating of College website

It was decided to have independent website for college and that needs to be updated regularly.

Following is the **Action Taken Report** of the IQAC meeting held on 01-07-2015 at IQAC office, University College of Science, Tumkur.

Sl. No.	Decision	Action taken
1	Preparation of action plan for the year 2015-16	Action plan for the year 2015-16 was prepared to improve the quality of teaching research, co-curricular and extra-curricular activities.
2	Conducting the Bridge Course for the freshers	The fresh students entering the college should undergo bridge course in order to know in detail about the college, department, curriculum, co-curricular and extra-curricular activities.
3	Strengthen the network of alumni	Since the establishment of the College, large number of students have been passed out. Therefore, it was decided to have an enrolment drive of the alumni so that such network of alumni can contribute significantly in presenting an impressive face of the institution.
4	Encourage students to take part in co-curricular and extra-curricular activities	Students were encouraged to actively participate in cultural, sports, scientific activities such as science exhibitions etc. which are organized in the college.
5	To offer quality vocational and post-graduate courses	B.Voc. course has been sanctioned by UGC and it was decided to focus on skill development of the students that will enhance their chance of employability. It was decided that the Postgraduate courses of Chemistry, Physics and Environment Science are top quality and they can offer human resources to variety of societal needs of teaching, research and industry.
6	Implementation of SAKALA in the Institution	Various requirements of the students and other stake holders were met through the implementation of SAKALA which provide guarantee of services within the stipulated time limit.
7	Awareness about anti-ragging in the college.	College has formed an anti- ragging squad with sufficient Number of teachers. Announcements were made about the consequences of ragging are being carried out. Posters against ragging, as per and strictly in accordance with UGC specifications, have been displayed at various places inside campus

8	Creation and updating of College website	College website was a part of the University website. It was decided to have separate website for the college. It was also decided that the website should be updated continuously with the latest available data.
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Internal Quality Assurance Cell (IQAC) of University College of Science met on 18th July 2016, 4.00 PM at IQAC Office, University College of Science and discussed the following points.

Agenda:

1. Reading and confirmation of minutes of the previous meeting
2. Preparation of action plan for the year 2016-17
3. Enhance the quality of research output
4. Conducting the Bridge Course for the freshers
5. Strengthen the network of alumni
6. Enhancing ICT based teaching facility
7. Implementation of SAKALA in the Institution
8. Encourage students to take part in co-curricular and extra-curricular activities
9. Awareness about anti-ragging in the college.
10. Updating of College website

Proceedings:

1. Reading and confirmation of the previous meeting

The minutes of the previous meeting was read, confirmed and recorded.

2. Preparation of action plan for the year 2016-17

Various activities conducted during the last year along with result analysis was performed. Action plan for the year 2016-17 was prepared to implement various activities.

3. Enhance the quality of research output

The projects sanctioned, on-going and completed project details were reviewed. It was discussed to enhance the research output of the college through sponsored projects from various funding agencies.

4. Conducting Bridge Course for the freshers

It was decided to conduct the bridge course to the fresh students joining for the I BSc and I M. Sc.

5. Strengthen the network of alumni

It was discussed to strengthen the network of alumni who can contribute hugely in presenting an impressive face of the institution.

6. Enhancing ICT based teaching facility

In order to enhance the quality of teaching, it was decided to effectively implement the ICT enabled learning activities.

7. Implementation of SAKALA in the Institution

It was decided to provide guarantee of services within the stipulated time limit.

8. Encourage students to take part in co-curricular and extra-curricular activities

It was decided to inspire students to take part in various co-curricular and extra-curricular activities that are being organized by the college.

9. Awareness about anti-ragging in the college.

It was decided to bring in awareness about anti-ragging policy of UGC among the student community and details about the anti-ragging squad.

10. updating of College website

It was decided to update the website continuously.

**Action Taken Report of the IQAC meeting held on 18-07-2016 at
IQAC office, University College of Science, Tumkur**

Sl. No.	Decision	Action taken
1	Preparation of action plan for the year 2016-17	Action plan for the year 2016-17 was prepared to improve the quality of teaching research, co-curricular and extra-curricular activities.
2	Enhance the quality of research output	Teachers were encouraged to carry out research in frontiers of their fields so that they can publish research in high impact factor journals.
3	Conducting the Bridge Course for the freshers	The fresh students entering the college should undergo bridge course in order to know in detail about the college, department, curriculum, co-curricular and extra-curricular activities.
4	Strengthen the network of alumni	Since the establishment of the College, large number of students have been passed out. Therefore, it was decided to have an enrolment drive of the alumni so that such network of alumni can contribute significantly in presenting an impressive face of the institution.
5	Enhancing ICT based teaching facility	Teachers were encouraged to engage the students through class room teaching with the aid of ICT learning tools so that the teaching is more effective. The tools required for such teaching were provided.
6	Implementation of SAKALA in the Institution	Various requirements of the students and other stake holders were met through the implementation of SAKALA which provide guarantee of services within the stipulated time limit.
7	Encourage students to take part in co-curricular and extra-curricular activities	Students were encouraged to actively participate in cultural, sports, scientific activities such as science exhibitions etc. which are organized in the college.
8	Awareness about anti-ragging in the college	College has formed an anti- ragging squad with sufficient Number of teachers. Announcements were made about the consequences of ragging are being carried out. Posters against ragging, as per and

		strictly in accordance with UGC specifications, have been displayed at various places inside campus
9	Updating of College website	College website was a part of the University website. It was decided to have separate website for the college. It was also decided that the website should be updated continuously with the latest available data.